

I/285/2023

DAKSHIN DINAJPUR ZILLA PARISHAD

দক্ষিণ দিনাজপুর জেলা পরিষদ

BALURGHAT, DAKSHIN DINAJPUR

বালুরঘাট, দক্ষিণ দিনাজপুর

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Notice Invitation Quotation

Memo No.37/DD-53016(99)/2/2022-ZP SEC(DD)

Date: 02/03/2023

Sealed rate quotations are invited from the bonafide agencies/Suppliers/Firm dealing with IT related accessories for supplying 2 (Two) Scanners for the District SSK & MSK Cell, Dakshin Dinajpur Zilla Parishad.

SI No	Name of the item	Description /Specification	Quantity	Rate (inclusive of all taxes)
1	Scanner	HP Scanjet Pro 2000 S2 Sheet-Feed Duplex Scanner with 3-year warranty	1	
2	Scanner	Canon Image Formula DR-C225 II scanner with 3-year warranty	1	

Terms and conditions:

1. Questioners must quote their rate (both in figure and word) on his/her own letter pad must be signed in every page along with **SELF ATTESTED PHOTOCOPIES** of valid Income Tax, P. Tax, PAN Card, Trade License GST Certificate etc.
2. Intending Questioners should submit their quotation in sealed covers subscribing QUOTATION NO. & DATE at drop Box kept at District SSK & MSK Cell, Dakshin Dinajpur Zilla Parishad during office hours. TELEGRAPHIC /FAX/Email QUOTIONS SHALL NOT BE ENTERTAINED.
3. Only one representative of each quotationer who wishes to attend the quotation opening shall be allowed to attend during opening of bid subject to presentation of authorization letter from the quotationer.
4. Last date and time for submission of Quotation is 15/03/2023 at 4 P.M. at the Office of District SSK & MSK Cell, Dakshin Dinajpur Zilla Parishad, 2nd Floor, Block-D, Room No.4. Offer received after due date & time of submission will be not be considered. The quotation will be opened on 15/03/2023 at 4.30 P.M. by the Secretary Dakshin Dinajpur Zilla Parishad & DNO, SSK & MSK at the office of the District SSK & MSK Cell, Dakshin Dinajpur Zilla Parishad, Block-D, 2nd Floor, Room No.4
5. The undersigned reserves the right to cancel any quotation partly or fully, without assigning any reason whatsoever.
6. The approved rate will be valid for one year from the date of issuance of work order.
7. The Suppliers shall be responsible for supply and installation of the above noted items at District SSK & MSK Cell, Block-D, 2nd Floor, Room No.4 within stipulated time frame as deemed fit by the undersigned. In case of any discrepancy /negligence, proper& pecuniary action shall be taken against the supplier.
8. Necessary taxes will be deducted as per norms.



Secretary

Dakshin Dinajpur Zilla Parishad

Memo No.37/1(7)DD-53016(99)/2/2022-ZP SEC(DD)

Date: 02/03/2023

Copy forwarded for kind information to:

- 1) The Sabhadhipati, Dakshin Dinajpur Zilla Parishad.
- 2) The District Magistrate, Dakshin Dinajpur & Executive Officer, DDZP.
- 3) The Additional Executive Officer, Dakshin Dinajpur Zilla Parishad
- 4) The Project Director, DRDC, D/Dinajpur
- 5) The Karmadhyakhya, SSTOKSS, Dakshin Dinajpur Zilla Parishad.
- 6) The FC&CAO, Dakshin Dinajpur Zilla Parishad.
- 7) The Office File for records.



Secretary

Dakshin Dinajpur Zilla Parishad